

## **Dear Valued Guest:**

I am writing to explain the circumstances surrounding the change in dates for the Texas Commission on Environmental Quality - Water Quality/Storm Water Seminar. When the program was originally booked and contracted at the hotel, the dates of September 23<sup>rd</sup> and 24<sup>th</sup> were selected. Regrettably, due to a booking error made by the hotel, the actual dates held were September 22<sup>nd</sup> and September 23<sup>rd</sup>. The discrepancy was discovered in mid-August and we informed TCEQ of our mistake at that time.

I would like to apologize for any inconvenience this change of date causes you. To modify an existing reservation at the hotel, you can contact our reservations desk, 24-hours a day, 7-days a week at 1-800 222-8733. If you require additional assistance form a hotel representative, we ask that you contact Lyric Wyatt at <a href="mailto:lyric.wyatt@hilton.com">lyric.wyatt@hilton.com</a> or by calling 512-374-4804 (Monday—Friday form 8am -5pm)

Thank you and do not hesitate to contact me if you have any questions or concerns.

Best Regards,

James Prendeville General Manager

Direct Line: 512-374-4850

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